



COUNTY OF LOS ANGELES

SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS
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FOUNDER
Mrs. Sybil Brand

CHAIRPERSON
Mrs. Eleanor R. Montañó

VICE CHAIRPERSON
Mr. Frank S. Bacio

Ms. Barbara Bigby
Ms. Rita Hall
Mr. John A. Hammargren
Mrs. Anne S. Hill
Mr. Carl E. Moore

MINUTES OF THE **SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS** **REGULAR WEEKLY MEETING** **SEPTEMBER 2, 2009**

CALL TO ORDER

Chair Montañó called the meeting to order at 10:04 a.m.

OPENING CEREMONIES

Chair Montañó led the Pledge of Allegiance followed by a moment of silence.

ATTENDANCE

Present

Chair Eleanor R. Montañó
Vice Chair Frank Bacio
Barbara Bigby
Anne S. Hill
Carl E. Moore

Excused Absence

John A. Hammargren
Rita Hall

Staff, Commission Services

Martha Arana
Jimmy Prieto

Guest

Jennifer Lehman, County Counsel

APPROVAL OF AUGUST 26, 2009, MEETING MINUTES

On motion of Commissioner Bacio, seconded by Commissioner Bigby, and unanimously carried, the minutes of the meeting of August 26, 2009, were approved as submitted.

INVITED GUEST, JENNIFER LEHMAN, COUNTY COUNSEL

"Sybil Brand Commission for Institutional Inspections for Courts, Custody/Jail, Probation and Sheriff Stations Reporting Form"

Ms. Jennifer Lehman, County Counsel distributed and reviewed her recommended changes to the Commission's *"Sybil Brand Commission for Institutional Inspections for Courts, Custody/Jail, Probation and Sheriff Stations Reporting Form."*

After discussion, on motion of the Commissioner Moore, seconded by Commissioner Bigby, and unanimously carried, the Commission approved the *"Sybil Brand Commission for Institutional Inspections for Courts, Custody/Jail, Probation and Sheriff Stations Reporting Form,"* as revised by County Counsel.

Information Regarding Auto Liability

Ms. Lehman, provided the Commission with the following documents: 1) Information and Instructions for Permittee Drivers, and 2) Excerpts from Los Angeles County Code Section 5.40 (9/2009).

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL-ANTICIPATION OF LITIGATION (SUBDIVISION (B) OF GOVERNMENT CODE SECTION 54956.9)

No reportable action was taken.

CHAIR'S REPORT

There was none.

TREASURER'S REPORT

Vice Chair Bacio reported that the current balance of the Commission's Charitable Fund is \$1501.93.

STAFF REPORT

Ms. Martha Arana, Commission Staff, reported that the ICAN Nexus XIV "Violence Within the Home and Its Effects on Children," Training Conference will be held on Wednesday, October 21, 2009, at the Sheraton Universal Hotel in Universal City, California. The Conference Program will feature many notable, dynamic and nationally known Keynote Speakers and numerous training workshops.

CORRESPONDENCE/AUDIT REPORTS

Commissioner Bigby reviewed an Audit Report, dated August 28, 2009, with the Commission for the Murrell's Farm and Boys Home – Hanstead House and Shannon House Group Homes which noted that all areas of concern for this home have been corrected.

DISCUSSION OF SCHOLARSHIP PROGRAM

Vice Chair Bacio reported that he will follow up with the counselor at East Los Angeles PAU, who will help seek suitable candidates for the Commission's scholarship program, and that Mr. Michael Varela, Director of the Dorothy Kirby Center is assisting in locating potential candidates.

FACILITY/GROUP HOME INSPECTION REPORTS FROM AUGUST 26, 2009 TO SEPTEMBER 1, 2009

Dream Catcher Foundation – 14, #2 – Commissioners Bacio and Moore

The facility was visited on August 25, 2009, and found to be in satisfactory condition.

Areas of concern: Seven-day supply of perishable items needed; “Needs and Services Plan” document needed; first-aid kit restocking needed; emergency contact numbers not posted; clothing and spending allowance document not onsite.

Moore’s Cottage – 31, #1 – No report on file (Verbal) Commissioners Bigby and Hill

The facility was visited on August 27, 2009, and found to be in satisfactory condition.

Areas of concern: Additional food items needed (i.e. meats); pillows need to be replaced; porch needs to be painted; couch needs to be replaced; bathtub drain clogged; empty swimming pool (potential hazard).

Moore’s Cottage – 30, #4 - No report on file (Verbal) Commissioners Bigby and Hill

The facility was visited on August 31, 2009, and found to be in satisfactory condition.

Areas of concern: Additional food items needed (i.e. meats); pillows need to be replaced.

O’Conner & Atkins Home – 32, #3 – Commissioner Montaña

The facility was visited on August 31, 2009, and areas inspected were found to be in satisfactory condition. Unable to inspect kitchen and bathroom due to remodeling.

Boys Republic – 4, #1 – Commissioner Montaña

The facility was visited on September 1, 2009, and found to be in satisfactory condition.

Child’s Home for Children – 10, #2 – Commissioners Bacio and Moore

The facility was visited on September 1, 2009, and found to be in satisfactory condition.

Areas of concern: “Needs and Services Plan” document not on site; spending allowance records not on site; disaster drill records not on site; light in main bathroom needs to be replaced; bedrooms needs painting; first-aid kit needs restocking; trash strewn on outside of home; stove pilots need cleaning; fire extinguisher needs servicing.

NEW BUSINESS/ANNOUNCEMENTS

Commissioner Bigby announced and invited the Commission to the NAACP (National Association for the Advancement of Colored People) 100th Anniversary Commemorative Dinner to be held at the Pasadena Hilton Hotel on September 10, 2009.

MATTERS NOT ON THE AGENDA (To be presented and placed on a future agenda)

There was none.

PUBLIC COMMENT

There was none.

ADJOURNMENT

Chair Montaña adjourned the meeting at 11:15 a.m. in the memory of fire fighters Arnold Quiñones, 35, of Palmdale and Tedmund Hall, 47, of San Bernardino County who were killed when their vehicle rolled off a mountainside as they battled the massive Station Fire in Los Angeles County.

Respectfully submitted,

Martha Arana
Commission Services Division